

To serve food to the public at an event, you must:

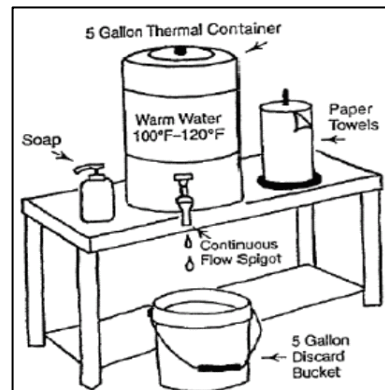
- Submit a Food Establishment Permit Application at least 14 calendar days before the event in order to avoid late fees.
- Identify staff/volunteers that have valid **Washington State Food Worker Card** on the application. There must be at least one person on-site at all times who has a current Food Worker Card and is designated as a **Person in Charge**.
- Display your permit in public view at all times.
- **Locate a commissary kitchen (permitted kitchen)** to use for food preparation/storage if you will NOT be making all foods on-site. **Home storage/preparation is not allowed.**
- Ensure all staff and volunteers in your booth read this pamphlet and post a copy of it in your booth for the duration of the event.
- Follow all requirements for safe food preparation, storage and handling.

Staff and volunteers

- Anyone who has had **symptoms of an infectious illness** or allergy (diarrhea, nausea, vomiting, sneezing or coughing) in the **24 hours** preceding the event, or anyone with open wounds or sores on their hands, **cannot participate in food prep, handling or service.**
- Only staff and volunteers actively involved in food prep or service can be in the food service area/booth during the event.
- Eating is not allowed inside the food service area.
- Smoking and use of vaping products is not allowed within 25 feet of the food service area.
- Clothing should be clean and hair restrained.

Food prep and service area requirements

- A **hand-washing station** must be set up before preparing any food. The image at right demonstrates the required elements of the hand-washing station.
- **Overhead covering** must protect from rain, dust, and bird droppings.
- Floor surfaces that are gravel, dirt or sawdust must be covered with rubber mats, wood, or other suitable materials.
- Food prep surfaces and counters must be **waterproof, smooth and easily cleanable.**
- Keep grills, barbecues, and deep fat fryers on a stable, flat surface near the back of the booth and separated from the public with a rope or barrier.
- A **metal, thin tipped, digital thermometer** must be available in the booth.



- **Sanitizer, approved for food contact surfaces (bleach/quaternary ammonium), must be available at all times.** Surfaces should be regularly cleaned with cloths stored in a bucket of sanitizing solution.
- **Use chemical test strips** to ensure the proper concentration of sanitizer.
- **All employees must have access to restrooms with hand washing facilities at the event.**

Safe food handling practices

- Only serve foods from approved sources.
- Staff and volunteers must wash hands after using the bathroom, when returning to the food booth, before putting on gloves, after handling soiled equipment or utensils, after handling money, etc.
- **Ready-to-eat foods cannot be handled with bare hands.** Use utensils, disposable gloves, tissues or napkins.
- **Prepare food on-site on the day of the event, or in an approved commissary kitchen.**
- Keep **cold foods 41°F or lower** and **hot foods 135°F or higher.** Use ambient air thermometers to monitor the temperature of the holding units for these foods.
- **Sterno cannot be used for hot food at outdoor events.**
- **Separate ice chests** are required for each **raw meat type.**
- Do not store anything in ice used for beverages.
- Cooked meats must be cooked completely, and temperature checked with an **instant-read, thin-tipped digital food probe thermometer.**
- **All produce and vegetables must be washed** at the commissary kitchen or **purchased ready-to-eat/use/enjoy.** Washed produce must be stored in a clean container.
- **All foods must be purchased the day of the event,** unless it is stored in the approved commissary kitchen. **Dish washing, food storage/preparation at home is not allowed.**
- **All reheating of previously cooked food must be completed in 1 hour.**
- **All hot held foods must be discarded daily. No cooling of hot foods.**
- **Replace dirty utensils with clean utensils every 4 hours,** or when they become contaminated. Keep utensils on ice when not in use.
- Food and utensils must be kept **6 inches or higher off the ground** and covered or stored in **waterproof food-grade containers.**
- Use of single-use disposable utensils and plates is required.
- **Condiments** must be in squeeze or pump-action containers, or single-use packets.
- **Wastewater** must be disposed of into a toilet, mop sink or designated waste container (not on the street, into bushes or a storm drain).

REQUIREMENTS FOR TEMPORARY FOOD VENDORS

Providing food samples

- **Contact Clark County Public Health** to determine if a permit is required for sampling your product.
- Obtain a **Washington State Food Worker Card**.
- **Set up a temporary hand wash station** (pictured on opposite page).
- **Wash your hands frequently** and always use gloves, tissues, tongs or other utensils when preparing samples (**no bare hand contact with ready-to-eat foods**).
- **Use clean utensils** and cutting boards that are in good repair.
- **Always pre-portion your samples** into individual servings. Food papers, napkins, toothpicks, spoons or sample cups are acceptable. These should not be re-used and a waste bin should be provided for customers.
- **Do not offer samples in a bowl or bag** where customers can touch food with bare-hands.
- **Fresh produce** to be sampled must be **washed** and stored in a **clean container** prior to the event or **purchased ready-to-eat/use/enjoy**.
- Only display enough samples to last **30 mins**. **Discard** any samples that have been not been used within 30 minutes.
- Wear clean clothing and keep hair restrained.

The DON'Ts

- Don't work if you have symptoms of an infectious illness.
- Don't allow anyone who isn't on duty to be in the booth.
- Don't use raw wood as a cutting surface.
- Don't use Time as a Public Health Control. All potentially hazardous foods must be kept hot (>135) or cold (<41) at all times.
- Don't use sterno (canned flame heat) for hot holding at outdoor events.
- Don't prepare or store any foods at home.
- Don't use a temporary dishwashing station.
- Don't cool leftover hot held foods. Discard daily.
- Don't reheat foods in hot holding equipment unless it is specifically designed to reheat.


How to safely prepare for and serve food at farmers markets, festivals, fundraisers, events and street fairs



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